



# RECORDS RETENTION AND DISPOSITION SCHEDULE

## Education, Department of. Educational Information Systems.

Agency: Educational Information Systems		Division:	
ITEM NO.	RECORD SERIES	TITLE/DESCRIPTION <i>(This Retention Schedule is approved on a space-available basis)</i>	RETENTION PERIOD
1	80-19	<b>EDUCATION INFORMATION SYSTEM FILES</b> Consists of completed information forms from school corporations in Indiana regarding public or nonpublic school curriculum, enrollment, attendance, dropouts, calendar, directories, certified and non-certified employees, school board members, and related statistics. Disclosure of these records may be affected by IC 5-14-3-4(b)(8)(A). Retention consistent with 20 USC 1232f.	DELETE information three (3) years after receipt and after publication of any required reports under Record Series GRPUB-2.